

**HISTORIC DISTRICT COMMISSION  
MINUTES OF**

**July 1, 2013**

The Historic District Commission of the City of Norman, Cleveland County, State of Oklahoma, met for the Regular Meeting on July 1, 2013, at 7:00 p.m. Notice and Agenda of the meeting were posted at 201 West Gray Building A and the Norman Municipal Building twenty-four hours prior to the beginning of the meeting.

Chairperson Neil Robinson called the meeting to order at 7:00 p.m.

Item No. 1, being: **Roll Call.**

MEMBERS PRESENT:	Rangar Cline
	Anna Eddings
	David John
	Russell Kaplan
	Loy Macari
	Chesley Potts
	Neil Robinson

MEMBERS ABSENT:	Anaïs Starr
	Scott Williams

STAFF MEMBER PRESENT:	Susan Atkinson, Historic Preservation Officer
	Jolana McCart, Admin Tech IV

GUESTS:	Michael Leary
	Jeff Murphy
	Li Yang

Item No. 2, being: **Approval of the Agenda.**

**Motion** by D John for approval; Second by R Cline. All approve.

Item No. 3, being: **Approval of Minutes from the April 1, 2013 Regular Meeting.**

**Motion** by A Eddings for approval; Second by C Potts. All approve.

Item No. 4, being: **Staff report on projects approved by Administrative Bypass since April 1, 2013.**

There had been none.

Item No. 5, being: **Staff report on CLG projects**

S Atkinson reported that the Downtown video, which had been financed with CLG funds, had received a Citation of Merit Award at the June State Preservation Conference. Republic Bank is interested in underwriting a mass production of the video. The Porter Survey is continuing on schedule.

Item No. 6, being: **Continuation of the Certificate of Appropriateness at 549 S Lahoma. (Denied 11-7-11)**

S Atkinson stated that the City has a hearing for a motion to enter a jury docket on August 5.

Item No. 7, being: **Continuation of the Certificate of Appropriateness at 639 S Lahoma. (Granted 12-5-11; 1-9-12; 10-08-12; 12-03-12)**

S Atkinson will speak to the owners of the property to see if they wish to pursue the remaining open COA projects.

Item No. 8, being: **Continuation of Certificate of Appropriateness (granted 1-09-12) for 633 Chautauqua.**

Due to lack of progress this project will be dropped from the agenda.

**At this point Commissioner Russell Kaplan recused himself and left the room.**

Item No. 9, being: **Continuation of Certificate of Appropriateness (granted 05-07-12; 1-7-13) for 319 Castro.**

**The applicant is returning to the Commission with a new component to a continuing project.**

S Atkinson gave the staff report; contractor Mike Leary was present to answer questions for the applicant.

**Motion** by C Potts for approval as presented; Second by L Macari.

Commissioner D John pointed out that while the application was for an 8 foot fence between the two properties, Section 2.5.5 of the Preservation Handbook states that side yard fences taller than 6 feet are prohibited. He also pointed out Section 2.5.3 which states replacement fences shall be conforming as to height, material, and placement.

C. Potts amended her motion for approval of an 8 foot rear fence, 6 foot east elevation side fence, and a 6 foot west side new construction fence. (See attached.); Second by L Macari. All Approve.

**At this point Commission Russell Kaplan returned to the room and rejoined the meeting.**

Item No. 10, being: **Continuation of the Certificate of Appropriateness at 620 Miller Avenue. (Granted 08-12-12; Ext 02-13)**

This project is complete.

Item No. 11, being: **Continuation of the Certificate of Appropriateness at 820 Miller Avenue. (Granted 08-6-12)**

This project is complete.

Item No. 12, being: **Continuation of the Certificate of Appropriateness at 435 Chautauqua Avenue. (Granted 10-8-12; Ext 04-13 and 10-13)**

S Atkinson explained that the applicant has requested and was granted a COA extension until October 2013.

Item No. 13, being: **Continuation of the Certificate of Appropriateness at 720 W Boyd. (Granted 12-3-12)**

S Atkinson stated that the applicant has decided to retain all the existing conditions on the exterior except for the wall mounted air conditioning units which will be removed and patched in with compatible brick.

Item No. 14, being: **Continuation of the Certificate of Appropriateness at 410 S Peters. (Granted 12-3-12; Ext 1--13)**

The applicant hopes to have work on this project beginning soon.

Item No. 15, being: **Continuation of the Certificate of Appropriateness at 231 E Symmes. (Granted 5-5-13)**

S Atkinson stated the applicants are in the process of getting building permits.

Item No. 16, being: **Request for Certificate of Appropriateness for 322 Alameda.**

S Atkinson gave the staff report; Jeff Murphy and Li Yang were present to answer questions.

Staff reported that this was an application to retain the vinyl replacement windows already installed in the house without a COA. A total of 15 windows are in question. As with any application, the Commission is to review as if the work had not already been carried out. She read an e-mail of support from Will and Jesse Harris. (See attached.)

Mr. Murphy stated that they were unaware that the house was in a historic district. He stated that no type of disclosure mentioning any type of different zoning being involved other than R-3. He said that the windows did not open and were in poor condition. He felt that he was in the dark until he received the letter from the City that he was in noncompliance.

Chair Robinson stated that while it seemed the applicant was not as informed by his realtor as perhaps he should have been, that was not part of the Commissions' jurisdiction. The situation before the Commission needs to be rectified by using the Guidelines. In other cases, non-original windows were allowed to be replaced with non-wood windows. The Guidelines state that retaining the original windows and replacing in kind is required. Vinyl is not allowed. He stated that he felt there could be some leeway in how the situation could be rectified as far as a period of time goes due to the financial burden.

R Cline stated that the aluminum windows could stay vinyl but the others needed to be wood and double hung.

L Macari felt that it since there was no specific record as to which windows were original, the decision should be up to the owner to decide which windows were to be designated wooden and the other aluminum.

A Eddings said that in following the guidelines the original wood windows needed to be replaced to wood.

C Potts agreed.

R Cline stated that the windows needed to be brought back to the original style.

D John agreed.

The Commission agreed to phased schedule of replacement as set by staff and the applicant. Staff suggested 3 years.

**Motion** by R Cline for approval for window replacement of wood windows as was original; aluminum can be vinyl. All must be double hung; Second by A Eddings.

D John pointed out that the Guidelines states that vinyl windows are not allowed.

R Cline withdrew his motion.


**Motion** by D John for approval for window replacement of wood windows as was original; aluminum can replace the already aluminum windows or these can be replaced with wood. All must be 1 over 1 double hung. Replacement schedule is to be worked out with staff; Second by R Cline. All approve.

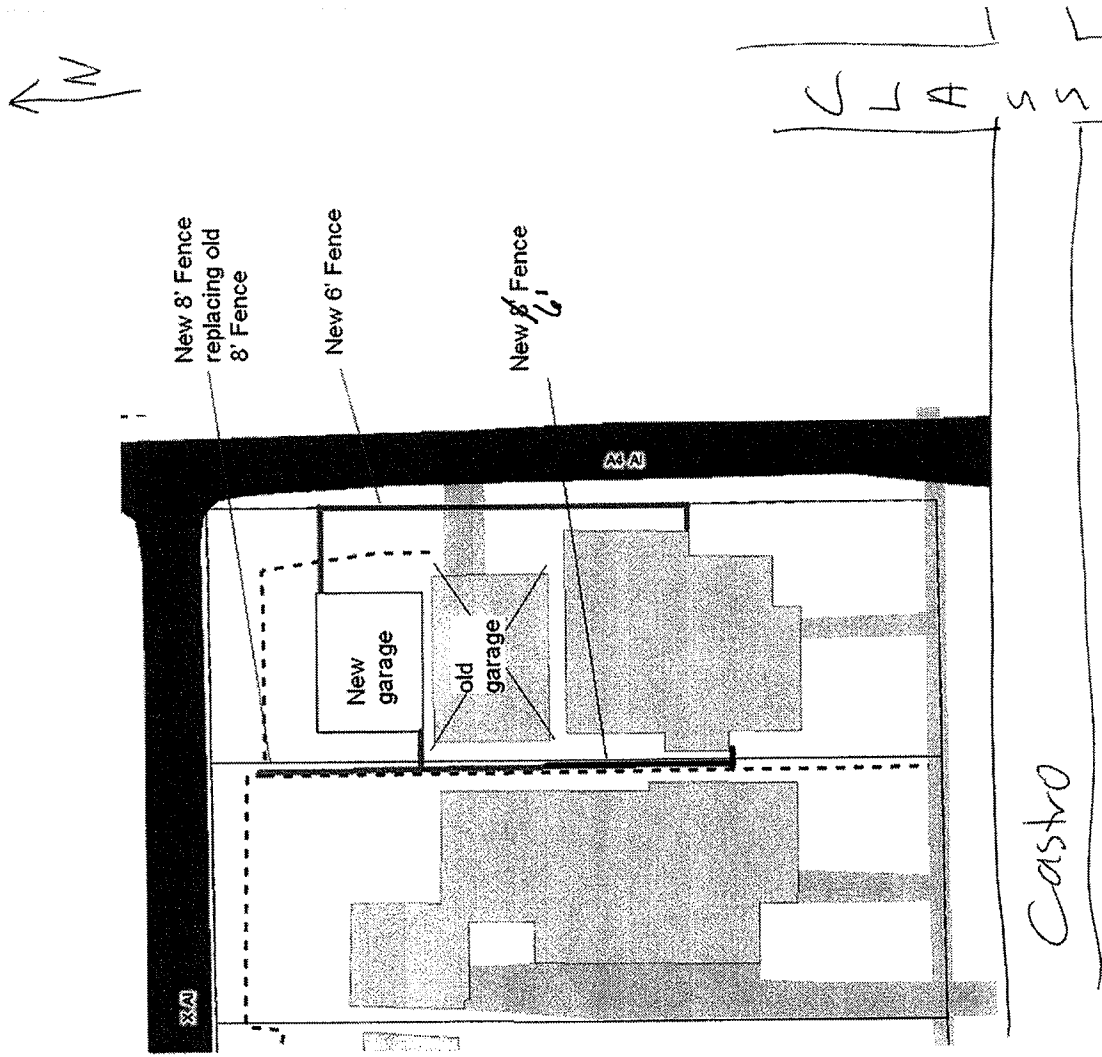
Item No. 17, being: **Miscellaneous**.

There was no miscellaneous business.

Item No. 18, being: **Adjournment.** The meeting was adjourned at 8:30 p.m.

Passed and approved this 5th day of August 2013.

  
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Neil Robinson, Chair



site plan: 319/321 Castro

## Susan Atkinson

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**From:** Will.Harris@jci.com  
**Sent:** Monday, July 01, 2013 4:36 PM  
**To:** Susan Atkinson  
**Subject:** COA for 322 Alameda

Susan,

We are Will and Jessie Harris, residents at 608 Classen and neighbors of Jeff and Li Murphy. First, let us start by saying that we fully support and appreciate the efforts of the Norman Historic District Commission to preserve the character and uniqueness of Norman's historic neighborhoods. Our love of older homes is what drew us to the area when we were looking for our first home just a couple years ago.

Our concern though, is that the Historic District Ordinance is not apparent to new residents. Had our other neighbor not mentioned something to us after we moved in, we would have been completely unaware. We did know we were living in the Miller Historic District, but that was just a name of the neighborhood to us. We did not realize that there was any type of governing body or ordinance dictating what can and can not be done to the homes. And even when our neighbor did make us aware, we still did not understand the level of detail of the guidelines or the extent of enforcement. If we did, we would have been sure to inform Jeff and Li when they moved in, and certainly before they had a chance to do any work to their home.

We ask that you consider their unawareness of the Ordinance and make an exception. We understand that ignorance is typically not an excuse. However, when large amounts of money are at stake with the type of work being done to these older homes, I think we can do better to formerly inform new residents of the guidelines imposed on their homes. I know Jeff and Li appreciate the amount of work and careful thought put into establishing all these guidelines and would have happily complied had they known better.

Thank you for hearing us. And especially, thank you for your great effort in preserving what makes Norman special.

Sincerely,  
Will and Jessie Harris